

**MINUTES
BOARD OF EDUCATION
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS
September 20, 2021 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met at Central Elementary School and via livestream, on Monday, September 20, 2021, at 5:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair
George Archuleta
Virginia Houston
Rodney Walton

Pam Pureza
Daniel Spence (Virtually)
Dr. Shelia Williams

The following staff members were present:

Dr. Eddie Ingram, Interim Superintendent
Rhonda James-Davis, Chief Human Resources Officer
Rachael Haines, Chief Finance Officer
Dr. Amy Spencer, Chief Academic Officer
Amber Godfrey, Director of Technology
Nina Griffin, Director of Testing and Accountability
Marlene Wilkins, Director of Maintenance
Tammy W. Sawyer, Director of Community Schools/PIO
Executive Asst to the Superintendent and Board

Others in attendance:

Will Norrell, School Board Attorney Representative

1.Meeting Called to Order by Chair

Chair Warden called the meeting to order at 5:10 p.m.

2.Roll Call

Tammy Sawyer called the roll and recorded members in attendance for the meeting.

3.Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest

Virginia Houston read the ethics statement and allowed members the opportunity to identify any conflicts or potential conflicts. The record reflects that no conflicts exist.

4.Approval of Agenda (Action)

A motion was made by Sharon Warden, seconded by Dr. Shelia Williams, and unanimously carried, as confirmed by roll call, to approve the agenda. Daniel Spence participated virtually.

5.Agenda Items

Superintendent's Remarks

Dr. Ingram provided information to the board on our participation in COVID testing with a state approved vendor, Mako. More information on this initiative will be shared following our initial meeting with Mako. He also shared information on a vaccine clinic for students that ARHS is providing for ECPPS on September 29, 2021 from 3:00 pm to 5:00 pm.

Financial, Business, and Technology Committee

The Board reviewed the latest maintenance report provided by Marlene Wilkins, Director of

Maintenance. Members asked about the glass windows at Sheep being repaired from a recent incident there. Mrs. Wilkins shared that the glass was ordered immediately following the incident. There were also questions about HVAC at NHS and P.W. Moore. Mrs. Wilkins was unaware of issues at NHS, but will follow up. She stated that the issue at P.W. Moore has been addressed. Mrs. Wilkins also presented a surplus list (FBT-02) to the board, requesting the item be placed on the consent agenda for September 27, 2021.

Rachael Haines, Chief Finance Officer, presented a TriSolutions Contract (FBT-03), Newsela Quote (FBT-04), and a budget amendment (FBT-05), to the board, requesting the items be placed on the consent agenda for September 27, 2021.

A motion was made by Rodney Walton, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to place the following items on the consent agenda for September 27, 2021: Surplus List (FBT-02); TriSolution Contract (FBT-03); Newsela Quote (FBT-04); Budget Amendment (FBT-05). Daniel Spence participated virtually.

Personalized Education Committee

Rhonda James-Davis, Chief Human Resources Officer, shared an update on human capital for the virtual option. She shared that they would be presented four teachers for consideration. She also shared that a survey was sent requesting feedback from staff regarding their interest in teaching virtually and face-to-face simultaneously as well as teaching after hours. We had 80 teachers express interest with 79 being certified teachers. Of the 79, 52 indicated they would be interested in teaching students simultaneously and 56 were interested in teaching evenings or weekends. Results came in from all grade levels. Members and staff held discussion to clarify questions on the results of the survey as well as the use of the 25 approved positions for virtual.

Dr. Amy Spencer, Chief Academic Officer, responded to questions and shared in discussion regarding teachers for the current virtual learning option. In response to a question as to how many students we currently have for virtual, approved via medical documentation who are being taught by teachers. She shared that we currently have 100 students currently enrolled in virtual via medical approval. She said that 6th, 7th and 8th grade students are being taught by teachers of record at ECMS. The teachers are getting 25% of their pay to teach their students due to teaching these additional students outside of their classroom. Students approved for virtual in the 9th, 10th, 11th and 12th are also being taught by teachers from the early college. She further shared the various schedules and instructional plans for those currently enrolled in virtual learning. Dr. Spencer clarified that this option includes self-paced modules, meeting with teachers on a schedule during specific times throughout the week.

Dr. Spencer provided an update on the extended virtual learning plan. She shared that many factors were considered when developing the plan which included: schools, grade levels, number of teachers from survey, class size regulations, content area, high school courses for what could and could not be offered, stress level of teachers communicating with students using dual platforms. There seemed to be a need to define hybrid learning. Hybrid is a teacher teaching two groups, face-to-face and virtual. It can be done in two ways, simultaneously or in a cohort model. She shared the proposal for the extended virtual learning option which includes teachers to have a live link during the class, but not interacting with the teacher, only listening and watching instruction. This would include an interactive document where the students could ask questions and the teacher could answer the questions at a later time. This would also benefit the students who may be quarantined. This would ensure the students would have live instruction while having asynchronous assignments, with the support of an after hours teacher to provide follow up instruction and answer questions. This would be the best based on the number of teachers applying for virtual. This is not asking teachers to teach

simultaneously.

Following the presentation of the plan, there were questions and discussion regarding the proposal. Board members asked for clarification on how this would work for the live link as well as the after hour instructional support. There was a concern that this would not be realistic for K-5. There was concern for the technology support for those participating virtually as well as those who are providing the live links for the classes. Amber Godfrey, Director of Technology, addressed questions on technology support for those who would be participating virtually. Dr. Spencer shared that this was also a reason to have the after school support, should there be connection issues during the school day for the live links. Additionally, teachers would be able to record lessons and load them for students to access. There was also a concern that the plan had not been shared with principals and teachers for feedback. There was also a question as to the timeline for rolling this plan out. The board requested that discussion be held with principals and teachers for feedback and bring it back before the board on August 27, 2021, to provide the information received from them. It was further requested that Dr. Spencer share the virtual learning document with staff for review. It could be considered on August 27th after staff share the feedback from staff.

Nina Griffin, Director of Testing and Accountability, presented information to the board regarding 2020-2021 end-of-course and end-of-year testing data. For the 2020-2021 the only waivers approved included testing outside of the window and that the districts would maintain their 2018-2019 letter grades. NCDPI advised that we not compare our data to our previous years; however we are using it as a reflection piece for moving forward. She shared a five year trend for district-wide grade level proficiency for EOG and EOC assessments. She also shared the number of tests actually taken versus the number of expected tests and the number that did not test. Mrs. Griffin provided a breakdown of proficiency for elementary, middle and high school. Information was shared for other high school indicators such as ACT, ACT Workkeys, 4-year graduation rates, and 5-year graduation rates. There was discussion regarding what is in place for this year to ensure we will move forward to reflect an increase in data. Dr. Ingram shared comments on testing and accountability that was directed toward the state with regard to providing information to districts to enable improvement. He stated that we do not have failing schools, but failing accountability systems in place.

Dr. Shelia Williams had to leave the meeting during the discussion from the Personalized Education Committee.

Policy Code Committee

Tammy Sawyer, Director of Community Schools/PIO and Executive Assistant to the Superintendent and Board, presented information on policies which included:

Policy 7510, Leave, was updated at our last meeting to accurately reflect that sick leave and vacation leave are allowed to be taken in whole and half day increments; however, the temporary requirement related to COVID-19 was not available in the last update shared with the board. This policy now includes required language that removes the need for an employee to provide an employee health certificate to return to work and to follow the guidelines for meeting the criteria from NCDHHS and NCDPI for their return. This is a required policy update in adherence to state guidelines for COVID.

Policy 4231/5021/7263 has been provided in compliance with Session Law 2021-130, specifically section 10. Boards are now required to develop policy surrounding face coverings and to revisit said policy monthly. The policy is an update from the NCSBA and has been reviewed and slightly amended by our Board Attorney, Mr. John Leidy. The addition from Mr. Leidy includes a statement that provides for the superintendent to develop procedures and forms as necessary to determine whether an exemption should be granted under this policy and applicable law. The policy will require

board approval; however, the procedures and forms developed by the superintendent will not require board approval as they will be administrative regulations.

Mrs. Sawyer requested the policies be reviewed for approval on the September 27, 2021 agenda.

Closed Session

A motion was made by Pam Pureza, seconded by Rodney Walton, and carried, as confirmed by roll call, for the Board to enter into closed session for the purpose of considering personnel actions that involve employees of this Board as allowed by N.C. General Statute 143-318.11(a)(6). Daniel Spence participated virtually.

Closed session began at 7:45 p.m. The following Board Members were present: Sharon Warden, Chair; Pam Pureza, Vice-Chair; George Archuleta; Virginia Houston; Daniel Spence (virtually); and Rodney Walton. The following staff members were present: Dr. Eddie Ingram, Interim Superintendent; Rhonda James-Davis, Chief Human Resources Officer. Will Norrell, School Board Attorney Representative, was also in attendance. The Board and staff discussed confidential personnel matters during the closed session.

A motion to come out of closed session was made by George Archuleta, seconded by Rodney Walton, and unanimously carried. Daniel Spence participated virtually. Full and accurate minutes of the closed session will be kept on file in the superintendent's office, but are to be withheld from public disclosure, so as to not frustrate the legitimate purposes of this closed session. Closed session ended at 8:39 p.m.

Meeting Called to Back to Order by Chair - Open Session

Chair Warden called the meeting to order at 8:40 p.m. Tammy Sawyer called the roll and recorded members in attendance.

The following Board members were present and constituted a quorum:

Sharon Warden, Chair

Mr. George Archuleta

Mrs. Virginia Houston

Mr. Rodney Walton

Ms. Pam Pureza

The following staff members were present:

Dr. Eddie Ingram, Interim Superintendent

Rachael Haines, Chief Finance Officer

Rhonda James-Davis, Chief Human Resources Officer

Dr. Amy Spencer, Chief Academic Officer

Tammy W. Sawyer, Director of Community Schools/PIO/Executive to the Superintendent and Board of Education

Others in attendance:

Will Norrell, School Board Attorney Representative

Excellent Educators

A motion was made by Pam Pureza, and seconded by Virginia Houston, and carried, as confirmed by roll call vote, to accept the superintendent's recommendation and report. Daniel Spence and Dr. Shelia Williams were not present for this vote.

6.Other

No other business was discussed by the board.

7.Adjournment

A motion was made by George Archuleta, seconded by Pam Pureza, and carried, as confirmed by roll call vote, to adjourn the meeting. The meeting ended at 8:43 p.m.

Chair

Secretary